

Report To: Corporate Governance Committee

Date of Meeting: 4 September 2013

Report Author: Head of Internal Audit Services

Title: Draft Corporate Governance Framework Action Plan

1. What is the report about?

This report provides the Committee with a new action plan and resulting from the review of the Council's governance framework and the Annual Governance Statement (AGS) 2012/13.

2. What is the reason for making this report?

Corporate Governance Committee will monitor the Corporate Governance Framework Action plan on a regular basis as part of the Council's overall governance arrangements to make sure that the Council implements the necessary improvements effectively.

3. What are the Recommendations?

Committee considers and comments on the draft Corporate Governance Framework Action Plan and whether it needs any further information on any of the areas covered by the Action Plan.

4. Background

3.1. The Council's Corporate Governance Framework includes an annual assessment of the Council's governance arrangements and an Annual Governance Statement that highlights any significant governance weaknesses. The Framework also highlights further areas that, while not being significant weaknesses, still need improvement.

3.2. The Council's Governance Group manages the Corporate Governance Framework process and development of the Annual Governance Statement on an on-going basis during the financial year. This Group consists of:

- Chair of Corporate Governance Committee
- Vice-chair of Corporate Governance Committee
- Head of Legal & Democratic Services
- Head of Business Planning & Performance
- Head of Finance & Assets
- Head of Internal Audit

3.3 The Governance Group has developed the draft Action Plan in Appendix 1. At this stage it is an outline action plan with several responsibilities, timescales and progress updates not yet completed. These

will be added before the next update report to this Committee and maintained on a regular basis.